# PURCHASE DIVISION

Advice for approval for credit to supplier

| | | | |
|---|---|---|---|
| Date: | 07/01/22. | Prepared by: | Ch. Pranavi |
| PO/WO no. | 83118 | PO / WO Date. | 30-11-2021 |
| Supplier Name | Summit sales LLP | PO/WO amount | 8,492/- |
| Firm/Company | Silver Oak villas LLP | Project | SOV-III. |
| Sl. No. | Bill No. | Bill Date | Bill amount |
| 1. | 20856 | 09-12-2021 | 1,156/- |
| 2. | | | |
| 3. | | | |
| Amount A – Bills total(Excluding Transport & Hamali Charges): | | | 1,156/- |

| Sl. No. | DC No | DC. Date | MRN No. | DC matches MRN |
|---|---|---|---|---|
| 1. | 17878 | 09-12-2021 | 10045 | ☑ Yes ☐ No |
| 2. | | | | ☑ Yes ☐ No |
| 3. | | | | ☑ Yes ☐ No |
| 4. | | | | ☑ Yes ☐ No |

| | |
|---|---|
| Amount B –Other Credits : Hamali charges | – |
| Amount C –Other Debits : | – |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 1,156/- |
| Amount E – PO / WO value: | 8,492/- |
| Amount F – Difference (A – E): | 7336/- |

| | |
|---|---|
| Quantity received as per PO /WO | ☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below) |
| Is difference between PO / Bill acceptable? | ~~☐ Yes ☐ No (explained below)~~ |
| Excess / short material received | ☐ Approved – within acceptable limits ☐ No (explained below) |
| Close PO / W?O | ☑ Yes ☐ No – wait for balance material ☐ No (explained below) |
| Advance paid / PDC given (deduct when paying) | ☐ Yes – Rs. /- ☐ No |
| Payment – due date | 18/01/22 |
| Remarks: | final Bill. |

| Approved by | Purchase Officer | Purchase Manager | Procurement Manager | M D | Accounts – receiver of bill | Accountant | Accounts Manager |
|---|---|---|---|---|---|---|---|
| Sign: | Pranavi | [signature] APPROVED | | | | | |
| Date | 7/1/22 | 07 JAN 2022 | | | | | |

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

PO, Req - 17782 17878.

TAX INVOICE

# Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7**



| | | |
|---|---|---|
| **Customer Details** | Invoice No. | 20856 |
| Silver Oak Villas LLP | Invoice Date. | 09-12-2021 |
| Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd | PO No. | 83118 |
| | PO Date. | 30-11-2021 |
| | Req ID | 71614 |
| GSTIN : 36ADBFS3288A2Z7 PAN ADBFS3288A | Req Date | 29-11-2021 |
| | Loc Req No | 183759 |

| | Description of Goods | HSN/SAC | Qty | Rate | Gross | Tax% | Tax Amt |
|---|---|---|---|---|---|---|---|
| 1 | 2055 - Carpentry - hardware - Bombay Nails - 21/2 | 7317 | 5 | 76.00 | 380.00 | 18 | 68.40 |
| 2 | 4585 - Electrical - other - Insulation tape - NA - nos | 8546 | 60 | 10.00 | 600.00 | 18 | 108.00 |
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| IGST | CGST | SGST | | | |
|---|---|---|---|---|---|
| | | | Total Taxable Amount | 980.00 | 176.40 |
| | 88.20 | 88.20 | Total Invoice Amount | 1,156.40 | |

Rupees : One Thousand One Hundred Fifty Six and Paise Fourty Only.

SUMMIT SALES LLP
IN WARD
No: 58111
Date: 10/12
Sign: L
R.R. DIST.

**for Summit Sales LLP**

*Authorised signatory*

Subject to Hyderabad Jurisdiction

# Purchase Order

 30-11-2021 14:43:35

83118
25.11.21 3:45:34

From Company : **Silver Oak Villas LLP**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003
G S T No. : 36ADBFS3288A2Z7

| **Supplier Details** | | | |
|---|---|---|---|
| Summit Sales LLP | **Doc No** | 83118 | 183759 |
| 5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad | **Doc Date** | 30-11-2021 | |
| | **Quote No** | Nil | |
| **GSTIN** 36ACQFS2044C1Z7 | **Quote Date** | 30-11-2021 | |
| 040-66335551 9618244433 | **SupplyType** | Supply | |

**Kind Attn : Hamendra,Prabhakar**

Purchase Order for the Supply of following Items.

| | Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|---|
| 1 | 6549 - Paints - White Cement - 25kgs - bags | 2.00 | 509.25 | 0.00 | 28.00 | 1,303.68 |
| 2 | 7278 - Plumbing - PVC - Solvent Cement - 250ml - nos | 5.00 | 70.00 | 0.00 | 18.00 | 413.00 |
| 3 | 2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs | 5.00 | 76.00 | 0.00 | 18.00 | 448.40 |
| 4 | 4585 - Electrical - other - Insulation tape - NA - nos | 80.00 | 10.00 | 0.00 | 18.00 | 944.00 |
| 5 | 4057 - Consumables - Sponges - NA - nos | 100.00 | 9.00 | 0.00 | 18.00 | 1,062.00 |
| 6 | 2148 - Carpentry - hardware - Plastic gampa - other - nos | 7.00 | 126.00 | 0.00 | 18.00 | 1,040.76 |
| 7 | 7515 - Stationery - other - Chalkpiece - NA - boxes | 30.00 | 6.30 | 0.00 | 0.00 | 189.00 |
| 8 | 9513 - Tools - Crowbar - other - nos | 4.00 | 655.00 | 0.00 | 18.00 | 3,091.60 |
| | | | | | **Total Order Value . . .** | **8,492.44** |

Rupees : Eight Thousand Four Hundred Ninty Two and Paise Fourty Four Only.

Terms and Conditions :-

| | |
|---|---|
| **Specification /** | As per details given in the quotation. |
| **Payment Terms** | After Delivery & Production of bill |
| **Tax** | Included in above prices. |
| **Delivery Date** | Within 7 days |
| **Delivery Location** | Silver Oak Villas Part III<br>Sy .No.11,12,14,15,16,17,18 , 294<br>Phone. 0 |
| **Penality For Delay** | Nil |
| **Transportation** | Included by us. |
| **Warranty** | 1 year company warranty |
| **Advance Paid** | Nil |
| **Other Terms** | We reserve the rights to reject items not confirming to quality and specifications. Above order for Site use purpose |
| **Completion Date** | Nil |

Part Bill
Bill - 20760
Amt : 4336/-
Date : 04/12/21

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

# Purchase Order

 30-11-2021 14:43:35

Original / Office Copy / Purchase Div.Copy

| | |
|---|---|
| **Measurment** | Nil |
| **Security** | Nil |
| **Remarks** | nil |

For ***Silver Oak Villas LLP***

Authorised Signatory

Name : ____________________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________________

Date : __/__/____

1487

# Requisition Form

| | | | |
|---|---|---|---|
| Company Name: | Silver Oak Villas LLP-III | Date: | 29-11-2021 |
| Site & Phase : | Silver Oak Villas-III | Time: | 15.00 |
| Supplier | | Req. No. | 183759 |
| Material required before date: | urgent | ID No. | 67818 |

71614

| No | Description | Size | Quantity | Units | | Date |
|---|---|---|---|---|---|---|
| 1 | White cement | 25 | 02 | Nos | | |
| 2 | PVC solvent | 250 ml | 05 | Nos | | |
| 3 | Bombay nails | 2 1/2" | 5 | Kgs | | |
| 4 | Insulation tape | | 5 | Boxs | | |
| 5 | Sponges | | 100 | Nos | | |
| 6 | Welding rod | | 5 | Pkts | | |
| 7 | Gampa | | 7 | Nos | | |
| 8 | **Chalk pieces** | | 30 | Boxs | | |
| 9 | Scrow bar | | 4 | Nos | | |
| 10 | | | | | | |

83118

Remarks: - For site use purpose

| | | | |
|---|---|---|---|
| Prepared By | B.Meenakshi | Approved by | |
| Sign.& Date | 29-11-2021 | Sign. & Date | APPROVED 30 NOV 2021 P. PRABHAKAR Sr. MANAGER PURCHASE |

Note: On receipt of material at site write inward number and date in last 2 columns.

DELIVERY CHALLAN

# Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

**GSTIN/UNI: 36ACQFS2044C1Z7**



| Customer Details | | |
|---|---|---|
| Silver Oak Villas LLP<br>Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd<br><br>GSTIN : 36ADBFS3288A2Z7 | DC No. | 17878 |
| | DC Date. | 09-12-2021 |
| | PO No. | 83118 |
| | PO Date. | 30-11-2021 |
| | Req ID | 71614 |
| | Req Date | 29-11-2021 |
| | Loc Req No | 183759 |

| | Description of Goods | HSN/SAC | Qty |
|---|---|---|---|
| 1 | 2055 - Carpentry - hardware - Bombay Nails - 21/2 In - kgs | 7317 | 5 |
| 2 | 4585 - Electrical - other - Insulation tape - NA - nos | 8546 | 60 |
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INWARD
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MRN No: 100451 9/12/20.

Subject to Hyderabad Jurisdiction

for Summit Sales LLP

Authorised signatory

SUMMIT SALES LLP
IN WARD
No: 76799
Date: 7/01
Sign:
R.R. DIST.

DELIVERY CHALLAN

# Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G Road, Secunderabad - 500003

Email: purchase@modiproperties.com

GSTIN/UNI: 36ACQFS2044C1Z7

Supplier / Customer / Transporter - Copy



**Customer Details**

Silver Oak Villas LLP

Silver Oak Villas Part III, Sy No. 11,12, 14, 15, 16, 17, 18, 294, cherlapally hyd

GSTIN : 36ADBFS3288A2Z7

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for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

SUMMIT SALES LLP
IN WARD
No: 76799
Date: 7/01
Sign:
R.R. DIST.